

**MINUTES**  
**TOWN OF NEW GLARUS**  
**Regular Town Board Meeting**  
**Town Hall – Swiss Miss Center 1101 Hwy 69 New Glarus**  
**September 8, 2015, 7:00 p.m.**

**ATTENDING:** Board Members: Chris Narveson, Dean Streiff, Susan Crum, Jim Hoesly, Robert Elkins, Pattie Salter, and Dennis Nielsen

**ALSO ATTENDING:** Architect, Patrick McGowan, Sherri Hawkins, Green County Treasurer

C. Narveson called the meeting to order at 7:00 p.m.

- 1) Proof of Posting: Clerk/Treasurer Salter attested to proper proof of posting.
- 2) Approve Town Board Minutes:
  - a) 08/11/15 Public Hearing to Consider 150811 Ordinance to Amend Descriptions in Chapter 110: J. Hoesly moved to approve the BOR Public Hearing minutes of 7/14/2015, 2<sup>nd</sup> by D. Streiff. Streiff noted that the minutes erroneously reported that R. Elkins had moved to adjourn the meeting. Streiff noted that R. Elkins was absent and asked that the clerk correct the minutes to reflect the proper identities. Motion carried as amended.
  - b) 08/11/15 Town Board Meeting: D. Streiff moved to approve the Town Board minutes and noted that the minutes erroneously reported that R. Elkins had moved to adjourn the meeting. Streiff noted that R. Elkins was absent and asked that the clerk correct the minutes to reflect the proper identities. 2<sup>nd</sup> by S. Crum. Motion carried as amended.
- 3) Appearance by Sherri Hawkins, Green County Treasurer
  - a) Consider Green County Agreement for Delinquent Special Assessments and Charges: Sherri Hawkins explained that when the County collects the taxes for the Town, they don't have to settle for collection of the Town's special charges. Currently they settle the entire tax collection on August 20 of each year to make bookkeeping easier. Every year at budget time, her finance department questions whether the practice is wise. To date the County has not had any foreclosures in the Town of New Glarus due to delinquent taxes, but they have come close in the cities of Brodhead and Monroe where the negotiated settlement was not enough to cover the specials. Sherri reported that there are other Counties using an agreement similar to the one proposed where they have more specials and utilities that have worked well. Without this agreement, the County would not be able to settle our specials and each time a late payment came in, they would have to look to see if there was an outstanding special charge and would pay them out as they came in. This approach would require a lot more reporting. Sherri noted that the agreement with the Town of New Glarus would make it possible to settle our entire tax levy on August 20 and if there were a bankruptcy, the special charge would be paid back from the taxing municipality.

D. Streiff moved to approve the agreement between the Town of New Glarus and Green County for delinquent special assessments and charges. J. Hoesly 2<sup>nd</sup>. Motion carried as presented. Sherri was given the signed document to take with her.
- 4) Town Hall Expansion/Remodel Bid Opening and Selection: Patrick McGowan presented the Town Board with the bid tabulation from the bid opening. Anderson Carpentry and Excavating was the lowest bid with a proposed cost of \$161,573.50 with an alternate bid to re-roof the entire structure for \$5,960. The 2<sup>nd</sup> lowest bid was T2 Construction who bid \$171,535 with an alternate bid for the roofing of \$4,800. After that all other bids were over \$200,000.

Patrick McGowan reported that he spoke with both Anderson Carpentry and T2 regarding their proposed project schedule. T2 would be able to begin immediately, but McGowan noted that from past experience working with them their scheduling was not spot on. McGowan reported that Anderson would come in within the next 2-3 weeks to pour the foundation, he would let it set while he finished up another project. Anderson would come back to the project in December, frame it and work through March to finish the project. The building would be covered with a Tyvek type material until the Stucco is installed in the spring. McGowan reported that he hasn't worked with Anderson Carpentry

in the past, but he has been in business for years and has a very good reputation.

S. Crum moved to accept Anderson Carpentry and Excavating for the expansion/remodeling project as presented. R. Elkins 2<sup>nd</sup>. C. Narveson noted that he was pleased that the project was going to a local builder who was using local contractors for the work. Motion carried.

After a brief discussion of whether or not to re-roof the entire building or not. The Town Board agreed that it made sense to get the roof on the same lifecycle and use the same builder to do the work. D. Streiff moved to accept Anderson Carpentry and Excavating for the alternative bid for the roofing project as presented. J. Hoesly 2<sup>nd</sup>. Motion carried.

Without objection, the Clerk-Treasurer will set up a pre-construction meeting next week beginning at 8 a.m. so that C. Narveson can attend.

5) Patrolman's Report:

P. Salter reported that J. Schwoerer had done some work for the Town yesterday and stopped in this morning to drop off his timesheet. She noticed that his face looked as though he had experienced a stroke or some type of medical event. Salter asked Schwoerer if it happened while he was working and Schwoerer reported he didn't know when it happened. She asked if he wanted to fill out an accident report and Schwoerer declined. Schwoerer reported that he was on the way to the clinic, but wanted to drop off his timesheet first.

- a) Consider Road Discontinuations: D. Nielsen was absent. S. Crum presented information she and Pattie had gathered on the process of discontinuing roads including a State Statute. Crum reported that the Town's reasoning for discontinuing the roads would be due to the cost of maintenance and public safety concerns. Crum reported that if we decide to use cost as a determining factor we should study the method of calculating the cost: should we be looking at how much it costs to plow the road, grading, gravel additions, mowing, time, liability costs, etc. S. Crum also reported that she talked with the Town of Springfield Clerk about their process. They wrote each landowner who lived on one of these single access roads stating that the Town of Springfield would like to step out of their role in maintaining the roads and would the landowner voluntarily take over the road. The Clerk reported that approximately 6 of the 10 roads were vacated voluntarily. At the hearing the issue became a matter of bringing the road up to current code before the road would be vacated. Timing was also an issue. In the end, the residents who would not voluntarily agree to vacating the road, the residents were required to sign a hold harmless agreement so there was no liability issues for the Town to continue to maintain those roads.

The Town Board also discussed whether or not to terminate all the single access roads or only the ones that were dangerous and costly. D. Streiff noted that when they put in the drive for Dean Lane the Town only required it to be 30' from fence to fence with a turn around. Streiff noted that these drives are only one lane and if they were to be brought up to town road standards they would all have to be two lanes. Finally, Streiff noted that we are getting financial support for a full road, but maintaining a half road on these in drives. Streiff questioned if we were to discontinue these drives, would the patrolman need to work full-time as there would be less roads to monitor and maintain.

After a lengthy discussion, S. Crum felt that she needed more information before proceeded to vacate these roads based on cost. Crum would like to see what the real costs are. What the reward is (our transportation aid is  $\$2,202.40$  per mile  $\times 41.474 = \$91,342.34$ ) cost for Dennis to plow, grade and mow. We're proposing eliminating 3.78 miles of road which would equate to  $\$8,325.07$ .

S. Crum moved to revisit this topic at next month's meeting when Dennis is available to contribute to the discussion, J. Hoesly 2<sup>nd</sup>. C. Narveson would like to know what the cost of these roads are. P. Salter noted that we no longer have the historical information on road maintenance since we switched accounting systems. P. Salter will request a report from the County.

- b) Removal of Trees Discussion: C. Narveson reported that all the trees were removed from Hustad Road. After a brief discussion, the Town Board felt they wanted the patrolman's input into this issue before proceeding.

Without objection, the issue will be revisited at next month's meeting.

6) Public Comments: None.

7) Finance Committee Report:

- a) Accounts Receivable Aging List: There were no outstanding invoices due and no invoices billed out since last month.
- b) Accounting Reports w/Monthly Bank Reconciliation: Clerk/Treasurer, Salter presented the Statement of Reconciliation showing that the prior month balanced.
- c) Approval and Payment of Bills: D. Streiff presented checks #18154 – 18169 and ACH payments for approval. R. Elkins 2<sup>nd</sup>. After a brief discussion the board agreed to release the check to Martensen, Isley for their workshop. Motion carried.

d) Begin Budget Discussion:

Draft at the October meeting provided Finance Committee can meet to discuss projects and financing. Pavement and water issues at the new town hall will probably be categorized as either a capital item or road maintenance.

Other items to consider will be a replacements for Dennis and Gary Berge. They both plan to retire in December of 2016. Chris felt we should plan to bring in someone in November or December; a utility study and the Pioneer Road project.

Without objection, Salter will look up whose on the Finance Committee.

8) Clerk/Treasurer Report:

- a) Follow-up on Property Damage to 20 5<sup>th</sup> Avenue: Anderson Carpentry quoted \$4,225.30 to replace the fence with Cedar. C. Narveson noted that Anderson told him that we could save \$1,000 by going with Green Treated wood by he did not recommend it because the treated wood would twist over time. C. Narveson noted that Oktoberfest is coming up and would like the fence replaced before the festival to avoid any liability issues with the fence. Cost for the fence could come out of the capital funds for the expansion project. D. Streiff moved to replace the fence. S. Crum 2<sup>nd</sup>. Motion carried.

Dan Clark quoted \$1,500 to replace the light pole. Without objection, the light pole will be addressed as part of construction of the new expansion.

Salter will forward the quotes on to the insurance company.

- b) Consider Fall Bulky Waste Pickup and Review Year to Date Costs: P. Salter reported that the Spring Bulky Waste project cost \$1,500. After a brief discussion, J. Hoesly moved to approve the Fall Bulky Waste pickup, S. Crum 2<sup>nd</sup>. Salter will publish the notice in the newspaper.
- c) Economic Development: Mark Tallman from the Wisconsin Economic Development Corporation will attend our October meeting.
- d) Correspondence:
  - i) Consider Green County Emergency Management Questionnaire: No action taken.
  - ii) Library Director's Report: Was included in the packet.
  - iii) WTA - Increased Fees Notice: Dues will increase from a low of \$78 to a high of \$126 based on population. Our dues should be approximately \$756.

9) Chairman's Report:

- a) Schedule Public Hearing to consider Code Revision to Ordinance 110 to Accommodate Acts 74, 272 and 280 plus any State Statute or Department Changes: D. Streiff moved to schedule the public hearing for October 13, 2015, to begin at 6:45. 2<sup>nd</sup> by J. Hoesly. Motion carried.
- b) Broadband Expansion Discussion: C. Narveson reported that the cost to run broadband with fiber optics and conduit would cost \$30,000 a mile. The conduit is \$0.17 per foot or under \$1,000. Narveson felt that you could do the whole road for approximately \$15,000. The prices came from Reedsburg Utility who has their own Utilities. The item should be included as an alternate on the Pioneer Road bid as well as a budget item. S. Crum noted that Monroe and Verona are getting fiber.

10) Parks Report: C. Narveson reported that they are looking at a land lease for the trails. They have postponed the purchase of the lawn mower. Narveson reported that there will be a Joint Parks meeting tomorrow at the town hall. He noted that there is a petition circulating showing support for a dog park. Narveson also noted that there is no area on the petition for addresses.

11) Schedule Next Board Meeting – October 13, 2015: Without objection the next meeting was scheduled for October 13 immediately following the public hearing.

12) Closed session per §19.85 (1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: D. Streiff moved to go into closed session at 9:33 pm, 2<sup>nd</sup> by J. Hoesly. Roll call vote: J. Hoesly, aye; D. Streiff, aye; S. Crum, aye and C. Narveson, aye. Motion carried.

~~13) Closed Session 19.85(1)(3) – Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.~~ Item 13 was scratched as it was erroneously listed.

14) Return to Open Session: S. Crum moved to return to open session at 9:37 p.m. J. Hoesly 2nd. Roll call vote: J. Hoesly, aye; D. Streiff, aye; S. Crum, aye and C. Narveson, aye. Motion carried.

15) Action on Closed Session: R. Elkins moved to approve a wage adjustment for Susan McCallum of 2.9% based on recommendation of P. Salter, retroactive to McCallum's anniversary date. S. Crum 2<sup>nd</sup>. Motion carried.

16) Adjourn: J. Hoesly moved to adjourn at 9:45pm, 2<sup>nd</sup> by S. Crum. Motion carried.